MEETING AGENDA AND MINUTES
May 1st, 2015

Action Items *(To mark an Action Item completed, select the checkbox (double-click), right-click, and select checkmark.)*

❏

Attendees

Present:

- Andy Sayler
- Austin Longo
- Ryder Dale
- Clare Garand
- Bill Casson
- Chris Bell
- Zach Lamb - guest
- Connor Davis - guest
- Dan Jones - guest

Agenda
1. **Discussion and presentation from Survey and Data Mining group**
   a. *Presenters:*
      i. Bill Casson
      ii. Zach Lamb
      iii. Connor Davis
   b. *OIT Priorities:*
      i. Internet ranked highest for focus of OIT resources
         1. Mainly engineering students responded
            a. Try to get more representative sample
         2. Web services also high
      ii. Support ranked highest in non-technical majors
      iii. Awareness / Communication gap for what is really available
   c. *Hot topics:*
      i. Students want MS Office
      ii. Google is important, but less so than MS Office
      iii. Labs are important
      iv. D2L MOST important to students but students don't have a positive impression of D2L
         1. Mobile doesn't work
         2. Not easy to use
         3. Downtime issues
         4. Forced use, but not good system (?)
      v. Internet Difficulties
         1. Of the folks who said they had problems, these locations are problematic

        a. 46% : Outside

        b. 13%: Main campus

        c. 12%: Res Halls

        d. Engineering basements

    2. Another possible communication gap: Many students have computers set up incorrectly for best wireless access

  vi. We should tap General Desktop Support (OIT GDS) for additional needs input

  vii. The group provided their report and slides which are included at the end of these minutes.

2. **Dan Jones – Wifi review and Overview of CU's Accessibility Initiatives**

  a. Dan Jones - Chief Digital Accessibility Officer

  b. *Accessibility*

  c. DOJ Inquiry came in Spring 2014 naming several things

    i. CU-Boulder Response included:

    ii. OIT took charge of the Accessibility Project

    iii. Address DOJ Inquiry

    iv. Build foundation for ongoing program

  d. 4 groups formed:

    i. Policy and Standards

      1. *Policy*

      2. High level

      3. What are the roles and responsibilities

      4. Expectations for Fac and Staff

      5. Created Dan's role

      6. ICT Accessibility Review Board

      7. Dan will work with Accessibility Review board moving forward

      8. Policy Doc: http://www.colorado.edu/accessibility/policy-and-standards

    ii. *Standards*

      1. Web site - http://www.colorado.edu/accessibility/

      2. Syllabus language

      3. Textbook accessibility

        a. continued push toward digital books but must include an alternate format

        b. Old mode: Wait for an accommodation request

        c. New mode: we want services designed up front so they are accessible

      4. Work with other Universities to collectively pressure vendors for better accessibility

      5. Fix web sites that are widely used (eg. Portal)

      6. Establish guidelines for website development

      7. Digital Signage

        a. We now know where there are challenges

        b. Developing a service - OIT will run digital signs for departments

      8. Procurement of new IT equipment - standard accessibility language

      9. Captioning and Audio Descriptions

    iii. Communications including training and awareness

      1. Remediation of services specifically id'd in DOJ, but we won't stop there

      2. Services Still needed

        a. Survey Launched (Link?)

    iv. Hiring:

1. Accessibility Program Manager
2. Universal Experience (UX) Specialist
3. Universal Design Specialist - help with accessible web sites
   e. For the Accessibility Effort to be successful, participation from all parts of campus
      i. Governance structure for the program
         1. Input from ITSGB
         2. ITSGB member on Accessibility Board
      ii. June/July formation of the group - ITSGB should send

3. **Wifi Review**
   a. Position paper follow up
      i. Two Networks
         1. Authenticated + Full Access
            a. Eduroam (Goal, not reality)
               i. Federated non-CU users -> Internet Only
               ii. CU Users -> Full Intranet + Internet Access
               iii. In progress do to Access Mgmt (IAM) issues
         2. Unauthenticated + Internet Only
            a. Need to open up more USB Guest outside of network

4. **Other business**
   a. Free Software -- quick discussion
   b. To revisit:
      i. Printing

5. **ITSGB Looking Back and Looking forward — a reflection and celebration**
   a. Chris will send out prompt for final sign-off